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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Acting Executive

DATE: 25 August 1950

FROM : Management Officer

SUBJECT: T/O - Fiscal Division, Administrative Staff.

1. Some months ago we completed a survey of the Fiscal Division, Administrative Staff. At that time, we recommended a reduction of two positions in the Travel Section - a messenger and a payroll clerk. Recently, we reiterated our recommendation on the Travel position, but reconsidered the payroll clerk. By your decision, the messenger and payroll clerk were not dropped.

2. At the same time, we recommended the fiscal inspector position be abolished, as we did not feel it was a full-time job for one employee, and suggested that the position and the incumbent be considered for transfer to the Special Support Staff.

3. No decision was reached in this matter.

4. Recently, the Classification team in surveying this office determined that the fiscal inspector's job would merit no more than a GS-11. It is our feeling that a decision should be made in the matter, and it is requested that [REDACTED] and I be permitted to discuss the problem with you.

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